Title: *Payroll Simulation*
Processes : *Process Payroll*
Sub-Processes : *Process Payroll: Payroll Processing*

HRMS Training Documents

Payroll Simulation	**PC00_M10_CALC_SIMU**

Change History

Update the following table as necessary when this document is changed:

Date	Name	Change Description
11/02/2004	Beth Dockins	Created
12/8/2004	Angie Caudill	Updates

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Purpose

Use this procedure to view/review what an employee is going to be paid prior to the payroll run.

Trigger

Perform this procedure when you need to see how a change to an employee's pay, deductions, and/or retro calculation will affect an employee's NET pay.

Prerequisites

- An employee's payroll master data is complete.
- An hourly employee has time entered in HRMS for the selected pay period.

Menu Path

Human Resources → Americas → USA → Payroll → Simulation

Transaction Code

PC00_M10_CALC_SIMU

Helpful Hints

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Procedure

1.   You have started the transaction using the transaction code **PC00_M10_CALC_SIMU**.

Payroll Driver (USA)

2.   As required, complete/review the following fields:

Field Name	R/O/C	Description
Payroll area in the Payroll period section.	R	Description of the Payroll Area. ⓘ Payroll Area 11 is the default for the State of Washington. Payroll Area 10 is the default for the Board of Volunteer Firefighters only. **Example:** 11

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Payroll Driver (USA)

3. Choose one of the following:

If	Then
You want to run a payroll simulation for the current period	Select Current period. **Example:** 2 2004 (01/01/2004 to 01/15/2004)
You want to run a payroll simulation for another payroll period other than the current period	Select Other period. **Example:** 5 2004 (02/01/2004 to 02/15/2004)

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Payroll Driver (USA)

4. As required, complete/review the following fields:

Field Name	R/O/C	Description
Personnel Number (Selection section.)	R/O	This is a unique identifying number assigned by HRMS for identification purposes. This number will follow the employee throughout his/her employment with the State of Washington. This will replace the use of identifying employees by social security number. **Example:** 20000119
Payroll Area (Selection section)	R	Description of the Payroll Area. Payroll Area 11 is the default for the State of Washington. Payroll Area 10 is the default for the Board of Volunteer Firefighters only. **Example:** 11

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5. As required, complete/review the following fields:

Field Name	R/O/C	Description
Schema (General program control.)	R	This is a program that stores rules for calculating payroll. **Example:** ZP00

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Payroll Driver (USA)

6. Click ☑ Display log   or a payroll log will not be produced.

     Only select Display log when running the simulation for 5 employees or less.

     Run the simulation without selecting Display log to view any payroll red line errors.

Payroll Driver (USA)

7. Click [⊙ No remuneration statement]. This is a simulation so you don't want a statement produced for a test run.

8. Click [⊕] (Execute) to start the simulation.

9. Once the processing is done, the Payroll Log will be displayed. To see each individual employee's results you must work your way through the log. Follow this procedure as shown below.

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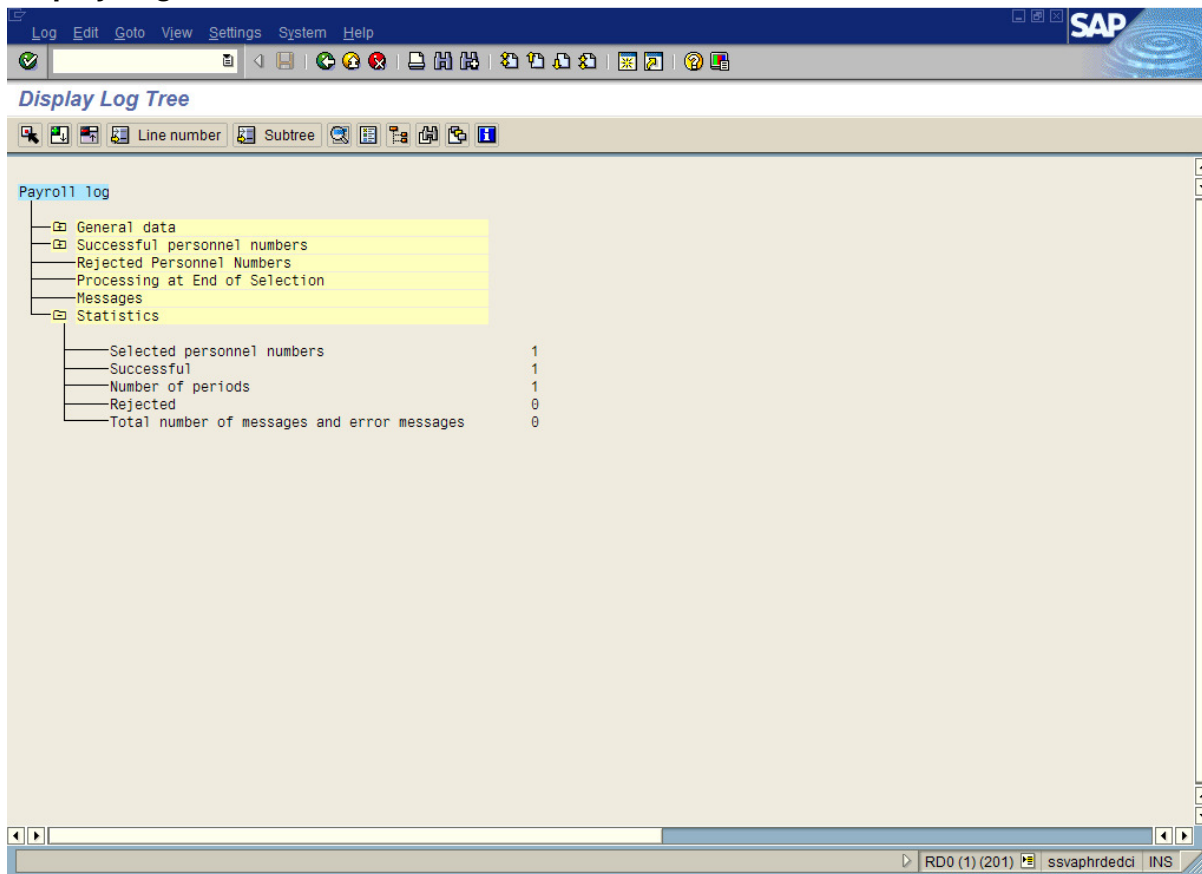
Display Log Tree

Your screen may look slightly different depending on whether there are errors that appear or if the log is already drilled into.
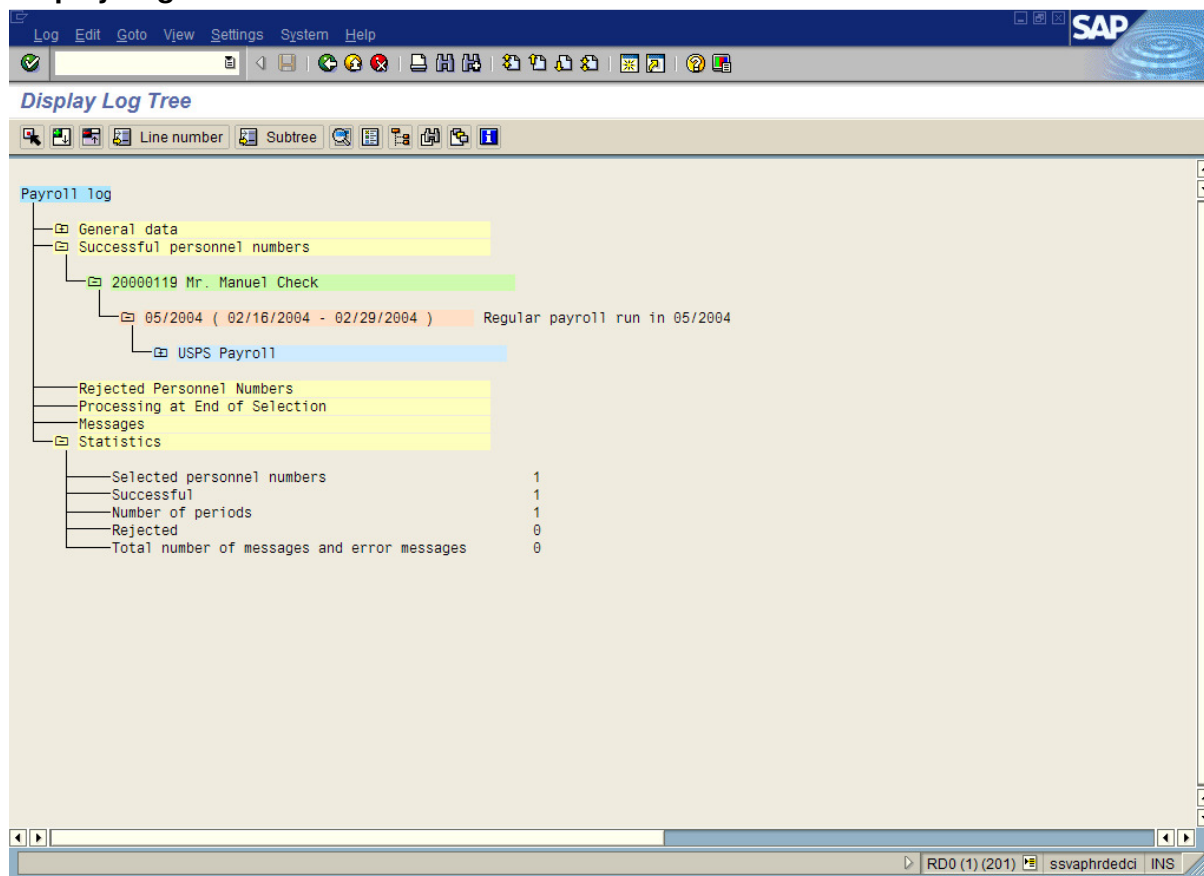
10. Click `─⊞ Successful personnel numbers` .
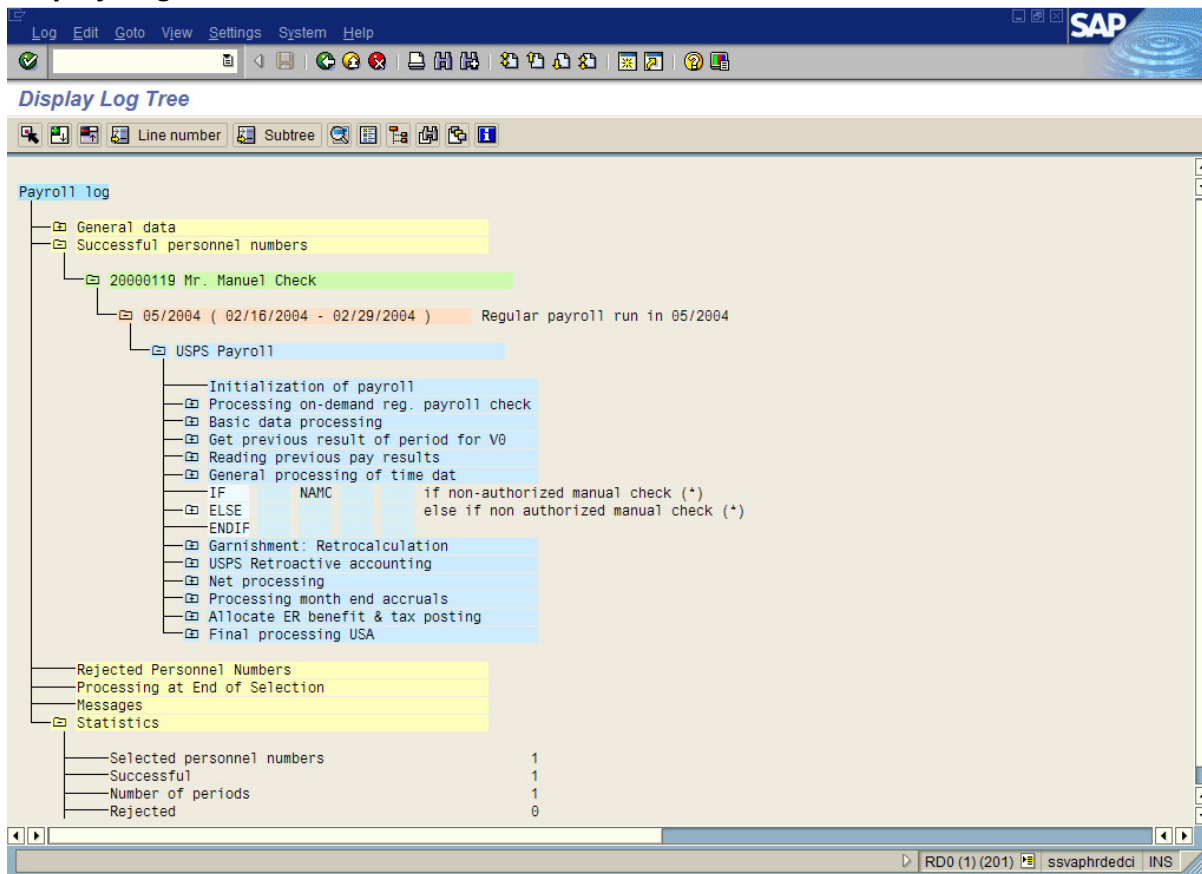
Display Log Tree
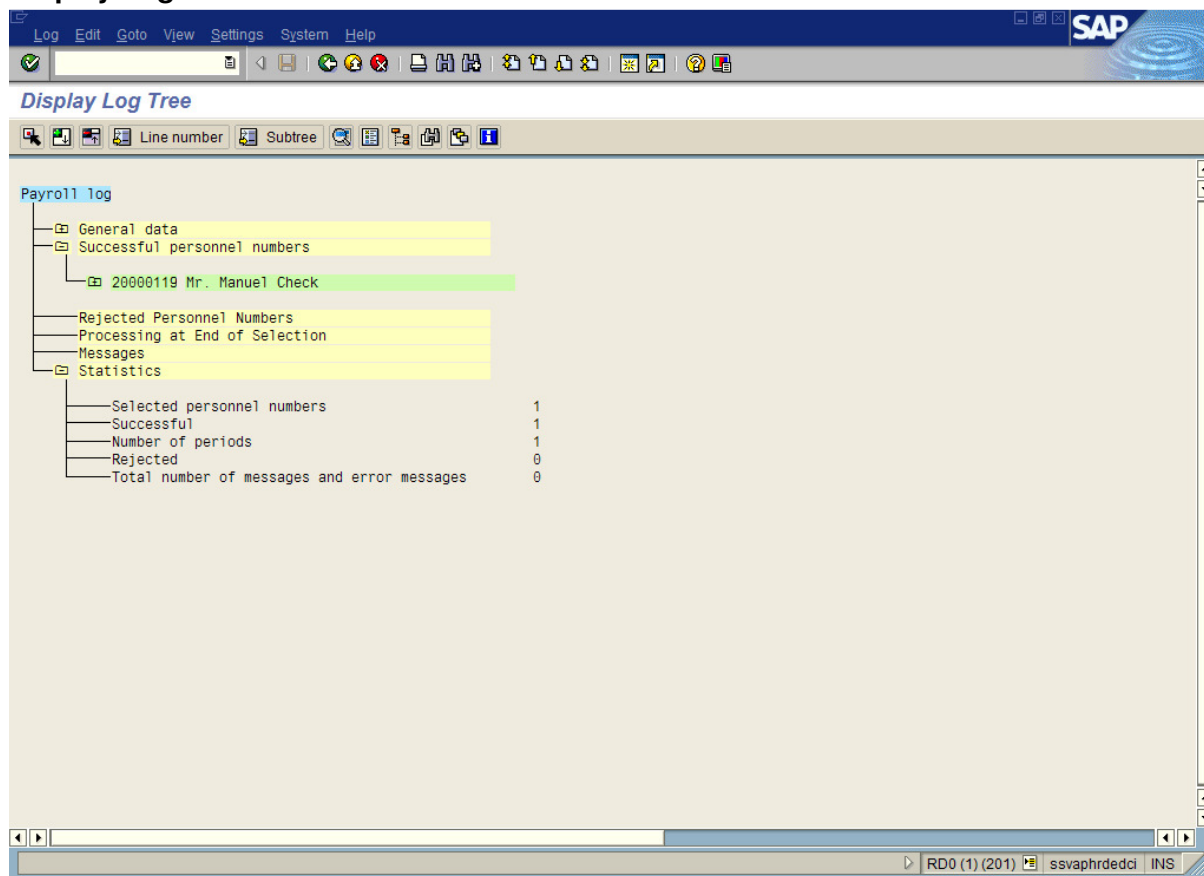
11. Click ─⊞ 20000119 Mr. Manuel Check .
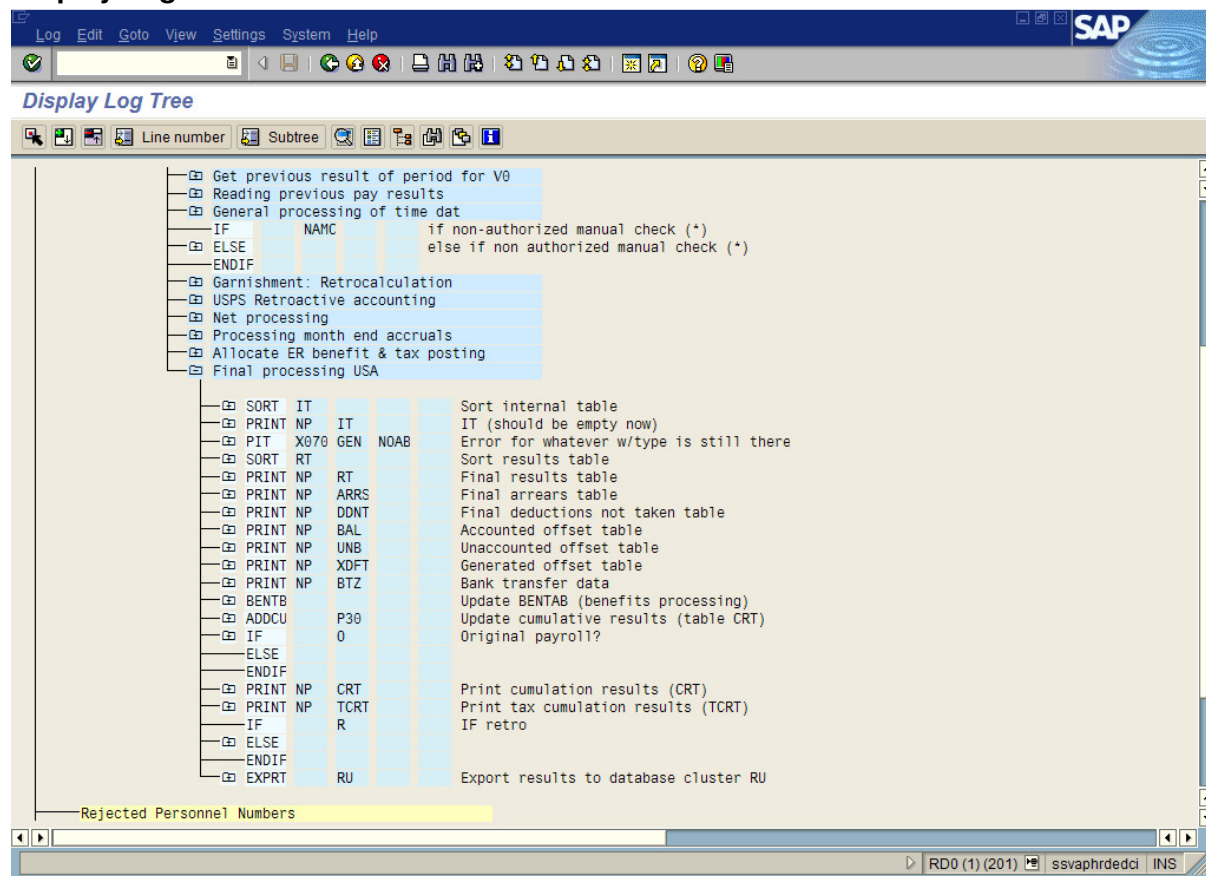
12. Click ─⊞ 05/2004 (02/16/2004 - 02/29/2004) .

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Display Log Tree

13. Click ─⊞ USPS Payroll .

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Display Log Tree

14. Click ⊞ Final processing USA .

Display Log Tree

15. Double click `⊞ PRINT NP RT    Final results table`.

This will display the detail Payroll Log. To see the whole log, use the scroll bar.

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Detail View of Log

16. Use ⊞⊟ buttons to collapse or open the log.

> The payroll log can be printed, but remember it will not have the employee's Personnel Number, Name, or Pay Period because it is a simulation.

16.1. Perform one of the following:

If	Then
You want to print the log	Click 🖶 .
You don't want to print the log	Go to Step 17.

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Print Screen List

> **16.2.** Click ✅ to print the log.

17. Click 🔙 to get back to the main log.

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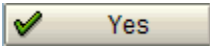
Display Log Tree
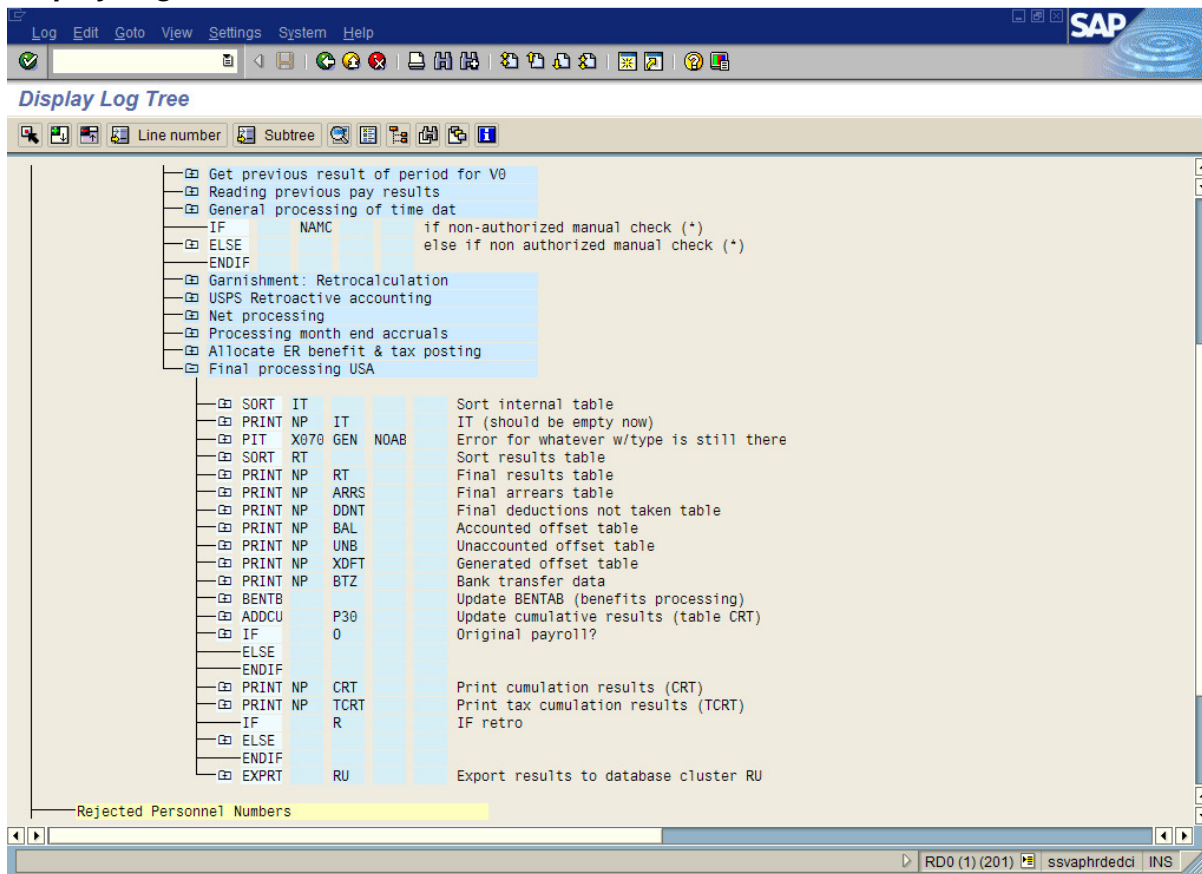
18. Click ⬅ again to get out of the log.

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Exit log display

Exit log display
Do you want to exit the log display?

Yes   No
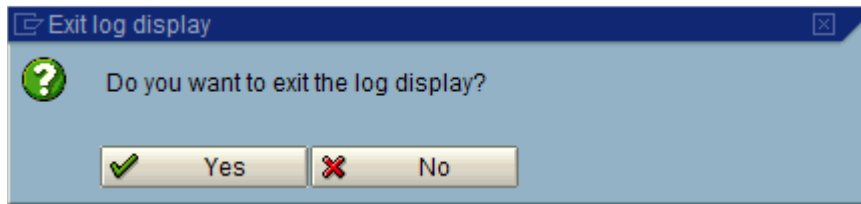
19. Click [Yes] to return to the Payroll Simulation screen.

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20. Click once more to get back to the SAP Easy Access screen.

21. You have completed this transaction.

Result

You have:

1) Run a Payroll Simulation using the fields in the Selection section.

2) Viewed the Payroll Log.

Comments

None.

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